



TENDER NO : APL/C&P/HR/2025-26/547

DATE : 29.11.2025



**ASSAM PETRO-CHEMICALS LIMITED
NAMRUP**

NOTICE INVITING TENDER

FOR

**CONSULTANCY SERVICE FOR CREATION, DESIGN &
DEVELOPMENT OF ASSAM PAVILION STALL AT THE INDIA
ENERGY WEEK (IEW - 2026) INTERNATIONAL OIL & GAS CONFERENCE
AND EXHIBITION.**

Tender No.: APL/C&P/HR/2025-26/547

HEAD OFFICE:

Namrup, P.O. Parbatpur -786623,

Dist.- Dibrugarh, Assam

Tel: (0374) 2500331/212/518

E-mail: contract@assampetrochemicals.co.in

Website: www.assampetrochemicals.co.in

REGD. OFFICE:

4th Floor, ORION Place, Bhangagarh

Srimanta Sankardev Path, Guwahati-781005

Tel: (0361) 2461470/2461471/246

**NOTICE INVITING TENDER**

Assam Petrochemicals Limited (APL) invites Limited Domestic Bids from competent & experienced contractors for the under mentioned job in **Single stage Two bid system** comprising Techno-Commercial Bid & Price Bid.

Name of Work	Estimated Cost	Earnest Money	Tender Processing Fees
Consultancy Service for creation, design & development of Assam Pavilion Stall at the India Energy Week (IEW – 2026) International Oil & Gas Conference and Exhibition as per scope of work provided in tender documents.	Rs. 80,00,000.00	1,60,000.00	Rs 1,600.00

BID DOCUMENT ISSUE PERIOD	From 13:00 Hrs on dt. 29.11.2025 up to 15:00 Hrs on dt. 17.12.2025
LAST DATE OF BID SUBMISSION	Up to 15:00 Hrs on dt. 17.12.2025
BID OPENING DATE	At 15:00 Hrs on dt. 18.12.2025
PRESENTATION	From 14:00 Hrs on dt. 19.12.2025
BID SUBMISSION	In e-tendering portal https://assamtenders.gov.in/nicgep/app
AVAILABILITY OF TENDER DOCUMENTS	1. https://assamtenders.gov.in/nicgep/app 2. www.assampetrochemicals.co.in

Sd/-
Managing Director

SECTION - I

SALIENT FEATURES FOR SUBMISSIONS OF BID

Sl. No	Description	Remarks
a)	Bid type	Single stage Two bid
b)	Bid Documents Issue Period	From 13:00 Hrs on dt. 29/11/2025 up to 15:00 Hrs on dt. 17/12/2025
c)	Last Date and time for submission of Bids (DUE DATE)	Up to 15:00 Hrs on dt. 17/12/2025
d)	Opening of Bid.	At 15:00 Hrs on dt. 18/12/2025
e)	PRESENTATION	From 14:00 Hrs on dt. 19/12/2025
f)	Contact Person with details for any clarifications	Nava Bikash Borah Dy.General Manager (C&P) Mob. No. +91-94351 39178 Email-borah.nb@assampetrochemicals.co.in contract@assampetrochemicals.co.in K.B. Chetry DGM(Civil) & Admin i/c Mob No. 7002042644 Email – chetry.kharka@assampetrochemicals.co.in
g)	Bid Validity	180 days from the DUE DATE or EXTENDED DUE DATE
h)	Earnest Money Deposit (EMD)	Rs. 1,60,000.00
i)	Tender Processing Fees	Rs 1,600.00 (Rupees One Thousand Six Hundred only)
j)	Bid Submission	Online in e-tendering portal https://assamtenders.gov.in/nicgep/app
k)	Availability of Tender Documents	1. https://assamtenders.gov.in/nicgep/app 2. www.assampetrochemicals.co.in

1. ONLINE SUBMISSION : Files containing documents to be uploaded in e-tendering portal are as under:

Cover No. 1	1. EMD + Integrity Pact	PDF File
	2. Un-priced Bid	PDF File
Cover No. 2	1. Price Bid	Microsoft Excel File

4. OFFLINE SUBMISSION : Hard copies of to be submitted are as under:

Envelope No	Contains	Marking
Envelope No. 1	Envelope No. 2 + Envelope No. 3	Marked on the top of the Envelope with Tender No & Work Description
Envelope No. 2	EMD + Integrity Pact	- do -
Envelope No. 3	Un-priced Bid	- do -

Note : Price Bid or Price related information should not be submitted along with documents submitted in hard copy. If submitted the Bid will be rejected.

5. The hard copies of the bids is required to be submitted within 7(seven) days from the Bid due date and send to the address given below:

To
The Deputy General Manager (C&P)
Assam Petrochemicals Limited,
Namrup, P.O. Parbatpur
Dibrugarh, Assam, Pin 786623

6. Bidder shall strictly follow above mentioned bid submission procedure, failing to which may lead to rejection of bids.

SECTION – II
SCOPE OF WORK & SPECIAL TERMS &
CONDITIONS

I. SCOPE OF WORK

This section establishes the scope and schedule for the work to be performed by the contractor and describes references to the specification, instruction, standards and other documents including specification for other materials, tools or equipment which the contractor shall satisfy/adhere to in the performance of the work.

1.0 The India Energy Week exhibition, IEW 2026 is scheduled from 26th to 30th January 2026 at ONGC advanced training institute, GOA, India under the patronage of Ministry of Petroleum and Natural Gas, Govt. of India, supported by Federation of Indian Petroleum Industry (FIPI). The event will be organized by the Professional Conference Organizer (PCO) M/s. DMG Events. Accordingly, Government of Assam along with SPSUs and CPSUs will put up a stall in IEW 2026 in a most befitting manner. FIPI the coordinator of the event on behalf of MoPNG has already allocated a space of 210 Sq m (15m x 14m) for the ASSAM PAVILION at ONGC advanced training institute, GOA, India to put up its exhibition stall.

2.0 Assam Pavilion, which is quadrangular in shape, shall have glow-signs, flexes and models highlighting the Assam's culture, industries and energy sector with creation of an attractive Assam Pavilion for 11 companies to showcase their products. Inside spaces of the pavilion shall be allocated to the Industries, Commerce and Public Enterprises department, GoA, partner SPSUs and CPSUs. The stall layout shall be vibrant and must depict ASSAM with the following focus areas:

Exhibition Stall:

INDUSTRIES & COMMERCE DEPARTMENT, Government of Assam

- Middle Space
- Draft design shall be given by contractor, on which material shall be inserted by Industries & Commerce Department.

NRL (Numaligarh Refinery Limited)

- Biofuel Refinery
- Refinery Expansion Project
- Friendship Pipeline from Bangladesh
- Cross Country Pipeline

AGCL (Assam Gas Company Limited)

- Natural Gas supply both Industrial & Domestic
- Domestic Production Enhancement
- Joint Ventures
- Upcoming new Project

APL (Assam Petrochemicals Limited)

- About 100 TPD Methanol, 125 TPD Formalin plant, 500 TPD Methanol Plant and 200 TPD Formalin plant.
- Commissioning of new 500 TPD Methanol Plant Project
- Viable Downstream project from Methanol and Formaldehyde
- Upcoming new Project

BCPL (Brahmaputra Cracker and Polymer Limited)

- Required Inputs will be provided along with Work Order

BVFCL (Brahmaputra Valley Fertilizer Corporation Limited)

- Required Inputs will be provided along with Work Order

AHCEL (Assam Hydrocarbon and Energy Company Limited)

- Required Inputs will be provided along with Work Order

AEDA (Assam Energy Development Agency)

- Required Inputs will be provided along with Work Order

NEGDCL (North East Gas Distribution Company Limited)

Required Inputs will be provided along with Work Order

PBGPL (Purba Bharati Gas Private Limited)

Required Inputs will be provided along with Work Order

AEGCL ()

Required Inputs will be provided along with Work Order

However, bidder / contractor is expected and free to provide additional creative inputs including the punch lines depicting ASSAM's culture, industries and energy sector.

3.0 SCOPE OF WORK FOR THE EXHIBITION STALL:

Design, fabrication, installation and maintenance of the stall with creativity, theme, concept, design, exclusive features etc. complete in all respects. The details are as below:

- i) Creation, Design & Development of the Assam Pavilion exhibition stall covering floor area of 210 Sqm. with structure sufficient to withstand both static and dynamic loads. Flooring with height of 04 inches above the ground level with 4 meters clear height (for ground level) and 6 meters (for double decker). Erection of panelled wall and flooring with necessary wood / steel structures and designer floor.
- ii) Exposed walls and ceiling to be finished with wallpaper/fabric/paint /POP (Plaster of Paris) of International Standard but shall not be limited to the material mentioned above. Any new generation material used shall have to be approved by APL with prior intimation.
- iii) Out of the 11 participating CPSUs and SPU, five organizations—**APL, AGCL, NRL, BCPL, and IGGL**—will be allotted larger stalls/ booths within the Assam Pavilion. The remaining six organizations—**BVFCL, AHECL, PBGPL, NEGDCL, AEGCL, and AEDA**—will be provided with smaller stall/ booth spaces.
- iv) One VIP lounge covered with glass along with necessary sofas and centre tables.
- v) Reception counter, seating, display units, storage, accessories.
- vi) One (01) No. Storeroom/Pantry/Rest Room with shelves for storage of books, stationery, etc. with lock facility.
- vii) Fascia for frontage built up stall.
- viii) Branding & Graphics : High quality printed graphics, signage, LED content, company branding.
- ix) One P3 Curved LED wall (size 12 Ft x 6 Ft) with interactive technology with an elegant stand with touch panels/sensors in the centre.
- x) High-quality sound systems (100 watts or appropriately equivalent) with cordless microphones (3 Nos.) to cover 210 Sq m area for making announcements and entertainment as well as providing audio output for the films being run on the LCD/ LED screens.
- xi) 11 Nos of Vertical 42" LED TV for playing only digital displays.
- xii) To highlight backdrop as per approved design with vibrant illumination.
- xiii) Illuminated 3D Logos of all SPSUs and CPSUs to suit the stall design and

fixed at appropriate places.

- xiv) Designer/animated concealed box with suitable lighting for collection of business cards.
- xv) 11 nos. of Visitors' book on elegant stand.
- xvi) Laptop - 02 Nos in good condition with internet facilities.
- xvii) Energy efficient Spotlights (preferably LED) on panels and displays.
- xviii) Furniture's (Sofa, round table with chairs – the quantity may vary as per stall design) with sitting arrangement in stall area suitably arranged as per the stall design. Furniture for stowage in storeroom also to be provided.
- xix) Daily floral arrangement on tables. Deodorizers / perfumes to be sprayed daily in the whole exhibition area. Flower bouquets of at least 5 Nos should be provided daily for welcoming VVIPs and VIPs.
- xx) F&B service for 4 days. The service may include refreshments (Tea/Coffee Machine, cookies and chocolates for serving to visitors, guests and business partners (appx. daily requirement for 300 persons) with Two (02) nos. of Pantry Boys in appropriate dress code to be arranged by vendor / contractor. Sealed drinking water bottle to be provided (Appx. Nos of water bottle in 250 ml size is 1200 nos. per day). Sufficient nos. of disposable paper cups for serving tea/coffee. Trash bin to be provided with Swachh Bharat logo displayed.
- xxi) Gift Items :
 - (a) Assamese Gamosa (Silk) – 30 Nos
 - (b) Assamese Gamosa (Good quality cotton) – 110 Nos
 - (c) Jute Bag with multicolor printing along with logos of all the companies of Assam Pavilion – 1000 Nos
 - (d) Assam Tea Packets- Orthodox (250 gm) – 1000 packets
 - (e) Wooden Rhino (medium size).
- xxii) Booth Materials : 1 table, 5 chair, Fish bowl, brochure stand, 42" TV, LED backlit display, inlit display.
- xxiii) 01 no. Professional Photographer & Videographer to be provided every day for 4 days to take still photos & video during the exhibition period.
- xxiv) Adequate number of decorative flowerpots with natural flowers/plants for

display in stall area to be provided.

- xxv) 02 Nos. of cleaners to be provided daily with proper attire for cleaning stall area during the entire exhibition period.
- xxvi) Necessary minimum requirement of Fire extinguishers of suitable class & capacity to be provided considering the stall size & items.
- xxvii) Environment-friendly Lighting and wiring fixtures. Necessary electrical safety measures like installation of MCB, Earth Leakage Detection and Protection device shall be provided. All power handling cables should be BIS approved of Finolex/HPL or of any reputed make with suitable rating.
- xxviii) General maintenance crew consisting of 01 no. each of electrician, carpenter, technician for IT support etc., should be available as back up during the exhibition period. Sufficient security arrangements shall be made by the vendor at the exhibition site.
- xxix) Eco-friendly material/paints having low carbon footprint to be used in construction.
- xxx) The vendor will have to remove all the materials/ debris from the exhibition site within 24 hours after the exhibition is over at their own cost. They will have to transport the materials which are reusable and considered worth retaining by APL to any designated place.
- xxxi) The scope of work shall not be limited to the above. Any creative/ innovative ideas by the bidder /contractor will be encouraged subject to approval by APL.
- xxxii) All expenses, including but not limited to daily transportation to / from the exhibition stall & food arrangements of the contractor's personnel shall have to be arranged by the contractor on their own expense.

4.0 The bidder/agency will have to complete the installation jobs including fabrication & erection for the exhibition stall by 02:00PM of 26th January 2026. The agency will liaise with IEW authorities for identification of the area allotted to ASSAM PAVILION as well as getting necessary permissions which are required for erecting the stall, like electricity etc.

5.0 Electricity & Internet Charges: Complete electrical setup, lighting, DB, sockets, Wi-Fi support and Internet at the stall during the period of exhibition will be arranged & paid for by the Contractor.

6.0 Entry of contractor's personnel, material and any other goods: Contractor has to make all arrangements including security clearance, passes etc. as per required format of IEW for the movement in and out of the venue and obtain all necessary permissions. APL will facilitate to the extent possible in this regard. However, the primary responsibility will be with the contractor.

7.0 Exhibition Timings: The tentative timings are as follows. However, the final timing will be conveyed nearer the time.

- i) 27-01-2026: 10 AM to 6 PM
- ii) 28-01-2026: 10 AM to 6 PM
- iii) 29-01-2026: 10 AM to 6 PM
- iv) 30-01-2026: 10 AM to 5 PM

8.0 No additional payment would be made for the entire scope of work / deliverables including loading & unloading, assembling & dismantling, transportation charges and any other charge that vendor may incur.

9.0 Mobilization Date: Will be intimated by Engineer-In-Charge 7(seven) days in advance.

10.0 Duration of Contract: 15 (Fifteen) days from date of commencement of contract.

SECTION – III**BID EVALUATION CRITERIA (BEC)/BID REJECTION CRITERIA (BRC)****1.0 GENERAL CONFORMITY:**

The bid shall conform to the specifications and terms and conditions given in the Bidding Documents. Bids will be rejected in case material and services offered do not conform to the required parameters stipulated in the technical specifications. Notwithstanding the general conformity of the bid to the stipulated specifications, the following requirements will have to be particularly met by the Bidders without which the same will be considered as non-responsive and will not be considered for evaluation. All the documents related to BEC shall be submitted along with the Technical Bid.

2.0 COMMERCIAL EVALUATION CRITERIA:

- 2.1** The bids are to be submitted in Single Stage under Two Bid System i.e. Un-priced Techno-Commercial Bid and Price Bid separately in the APL's e-Tender portal. The Un-priced techno-commercial bid or Technical bid must comprise of all the technical documents substantiating the previous experience, financial & technical credentials of the bidder and any other document as asked for in the bid document. **There should not be any indication of price in the Technical bid;** otherwise, the bid shall be rejected straightway.
- 2.2** The price quoted by the successful bidder must be firm during the performance of the contract and not subject to variation on any account except as mentioned in the bid document. Any bid submitted with adjustable price quotation other than the above shall be treated as nonresponsive and rejected.
- 2.3 Integrity Pact:** The Integrity Pact is applicable against this tender. APL shall be entering into an Integrity Pact with the bidders as per format enclosed vide "Annexure - III- Integrity Pact" of the tender document. The proforma has to be returned by the bidder (along with the Un-priced Techno-Commercial Bid) duly signed by the same signatory who signed the bid, i.e., who is duly authorized to sign the bid. Uploading the Integrity Pact with digital signature will be construed that all pages of the Integrity Pact has been signed by the bidder's authorized signatory who sign the Bid.
- 2.4** Bid documents are non-transferable. Bid can only be submitted in the name of the bidder in whose name the User ID and Password have been issued. Unsolicited bids will not be considered and will be straightway rejected.

- 2.5 Any bid received in the form of Physical document/ Telex/Cable/Fax/E-mail will not be accepted.
- 2.6 Bids shall be typed or written in indelible ink. Bids shall contain no interlineations, erasures or overwriting except as necessary to correct errors made by bidder, in which case such corrections shall be initiated by the persons(s) signing (digitally) the bid. However, white fluid should not be used for making corrections. Any bid not meeting this requirement shall be rejected.
- 2.7 Any bid containing false statement will be rejected and action will be taken by Company as per Bid Document.
- 2.8 Bids with shorter validity (i.e., less than 180 days from the scheduled bid closing date) will be rejected as being non-responsive.
- 2.9 Bidders shall quote directly and not through their Agent/ Representative / Retainer
/ Associate in India.
- 2.10 Only one bid against a party offering individually as well as under Proprietorship firms shall be accepted. In case any bidder is found to submit separate bids under proprietorship as well as under any Partnership firm then the acceptable bid made in the name of the Partnership firm will only be considered for further evaluation.
- 2.11 The Bids and all uploaded documents must be digitally signed using “Class 3” digital certificate [e-commerce application (Certificate with personal verification and Organization name)] as per Indian IT Act obtained from the licensed Certifying Authorities operating under the Root Certifying Authority of India (RCAI), Controller of Certifying Authorities (CCA) of India[except copies of the documents required in physical form] should invariably be submitted in the ‘Technical Attachment Tab’ through APL’s e-bidding portal, before the scheduled date and time for the tender closing. All the documents uploaded shall be digitally signed by the authorized signatory of the bidder.
- 2.12 **TURNOVER AND NET WORTH:**
- i) To be eligible, the contractor should have a sound financial background and average annual turnover for the last three financial years, ending 31st March viz. **2023-2024, 2022-2023 and 2021-2022** should not be less than **Rs. 24,00,000.00.**
 - ii) The Income Tax Return of the last 3 (three) financial years must be submitted along with the Bid documents.
 - iii) The bidder shall have earned a net positive profit for the last three consecutive years.

3.0 GENERAL:

- 3.1** In case bidder takes exception to any clause of bidding document not covered under BEC/BRC, then the Company has the discretion to load or reject the offer on account of such exception if the bidder does not withdraw/modify the deviation when/as advised by company. The loading so done by the company will be final and binding on the bidders. No deviation will however be accepted in the clauses covered under BEC/BRC.
- 3.2** Bidders should provide self-attested copies of GST Registration Certificate, PAN Card, ESIC registration (if applicable), P.F. Registration Number OR Declaration (Declaration by applicant that provisions of Provident Fund Act are not applicable to them. In case P.F. is required to be deposited later on, the same shall be deposited by the bidder (applicant). In case successful bidder doesn't have P.F. Code at the time of bidding and PF Act is applicable on him/her, the same has to be provided by him/her before signing of contract agreement and issue of Work Order by APL.
- 3.3** To ascertain the substantial responsiveness of the bid the Company reserves the right to ask the bidder for clarification in respect of clauses covered under BEC/BRC also and such clarifications fulfilling the BEC/BRC clauses in toto must be received on or before the deadline given by the company, failing which the offer will be evaluated based on the submission. However, mere submission of such clarification shall not make the offer responsive, unless company is satisfied with the substantial responsiveness of the offer.
- 3.4** If any of the clauses in the BEC/BRC contradict with other clauses of bidding document elsewhere, the clauses in the BEC/BRC shall prevail.
- 3.5** Bidder(s) must note that requisite information(s)/financial values etc. as required in the BEC/BRC & Tender are clearly understandable from the supporting documents submitted by the Bidder(s); otherwise, Bids shall be rejected.
- 3.6** APL will not be responsible for delay, loss or non-receipt of applications for participating in the bid sent by mail and will not entertain any correspondence in this regard.
- 3.7** The originals of such documents [furnished by bidder(s)] shall have to be produced by bidder(s) to APL as and when asked for.

4.0 **QUALITY & COST BASED SELECTION (QCBS):**

(A) **EVALUATION OF BIDS FOR QUALITY:**

A.1 The bids conforming to the Scope of Work, Terms and Conditions stipulated in the bidding document and other requirements shall be eligible for this evaluation.

A.2 Bids shall be evaluated both in terms of **QUALITY** as well as **Quoted Price**

i.e. **Combined Quality & Cost Based Selection (QCBS)** methodology. The relative weightage assigned for **Quality is 70** and the weightage for the **Quoted Price is 30**

i.e. (Quality: Quoted Price = 70:30).

A.3 The score / marks obtained by the bidder will be their combined technical score (**St**). The marks allocated against various subsections under Quality of Bid shall be as under:

COMPUTATION TABLE

Sl. No.	Heading	Max Marks										
1	<div>Experience on execution of Exhibition Stalls (Design, Fabrication & Installation) of minimum 168 Sq Mt. space since 01.01.2018 for Central & State Govt. (including Ministries & Departments) / Central & State Govt. PSUs/MNCs</div> <table><tr><td>No. of assignment(s)</td><td>Marks</td></tr><tr><td>1</td><td>10</td></tr><tr><td>2 to 3</td><td>15</td></tr><tr><td>4 to 5</td><td>20</td></tr><tr><td>More than 5</td><td>30</td></tr></table> <div>(Copy of Work Order & Job Completion Certificate to be submitted as proof)</div>	No. of assignment(s)	Marks	1	10	2 to 3	15	4 to 5	20	More than 5	30	30
No. of assignment(s)	Marks											
1	10											
2 to 3	15											
4 to 5	20											
More than 5	30											
2	Creativity in concept and theme and integration of concept with the pavilion design and its various elements – Overall Stall Design	40										
3	Innovative ideas and technologies used in the Pavilion	20										
4	Space Utilization	10										

TOTAL MARKS	100
--------------------	------------

Notes to Clause A.3 above:

1. Evaluation of Sl. No. **1. Experience:** Proof of requisite experience of Design, Fabrication, Installation and Maintenance of the exhibition stall covering floor area of minimum 168 Sqm viz. award and subsequent successful execution/completion work, must be substantiated by submission of the following documents along with the bid:
 - a) Contract document/Letter of Intent (LOI)/Letter of Award (LOA)/Work Order showing required experience along with Completion Certificates or payment certificates along with the Bid.
 2. Evaluation against parameters listed in Sl. No. 2, 3 & 4 of Computation Table above will be through a presentation by bidders, to a committee of APL officials. A copy of the presentation needs to be submitted to APL on the day of presentation for evaluation purposes. The marks awarded by the APL's committee shall be final and no representation shall be made by bidders at any point of time.
 3. The bidders who submit their bid within the stipulated Bid closing date will have to present their concept with a presentation of their proposed concept after technical bid opening i.e. on **19.12.2025**. The presentation shall be made either in-person or through video conferencing, which shall be informed by APL to the concerned bidders.
- (A) **QUALIFIED BIDS:** Qualifying marks for priced-bid opening shall be 70 out of total of 100 marks as shown in Computation Table above. In case of no bids scoring qualifying marks of 70 and above, the qualifying marks will be reduced to 60 for ascertaining the qualified bids.
- (B) **EVALUATED BID PRICE:** Qualified Bids meeting the minimum Qualifying Marks as mentioned in Para(B) shall be considered to be responsive and shall be considered for further evaluation as per the Evaluation Criteria given below:
- B.1** If there is any discrepancy between the unit price and the Total price, the unit price will prevail and the total price shall be corrected accordingly. Similarly, if there is any discrepancy between words and figure, the amounts in words shall prevail and will be adopted for evaluation.
- B.2** Bidder need to mandatorily quote for all the items as per Bidding Format else the bid will not be considered for evaluation. The bid will not be evaluated if bidder fails to quote against all the items mentioned as per Bidding Format.
- B.3** Commercial Bids shall be evaluated taking into account the Price quoted as per Bidding Format including quoted GST.

B.4.1 Price Bid uploaded / submitted without giving any of the details of the taxes (Including rates and amounts) will be considered as inclusive of all taxes including GST.

B.4.2 When a bidder mentions taxes as extra without specifying the rates & amount, the offer will be loaded with maximum value towards taxes received against the tender for comparison purposes. If the bidder emerges as lowest bidder after such loading, in the event of order on that bidder, taxes mentioned by APL on the Purchase Order/Contracts will be binding on the bidder.

B.5 Discount: Bidders are advised not to indicate any separate discount. Discount if any, should be merged with the quoted price. Discount of any type indicated separately will not be taken into account of evaluation purposes. However, in the event such offer without considering discount is found to be successful, APL shall avail such discount at the time of award of contract.

B.6 The responsive bids will be subjected to loading for any deviation(s).

B.7 The price bid will be graded as L1, L2 and L3 etc. where L1 vendor is the one who has quoted the lowest amount.

(C) **INTER-SE RANKING OF THE QUALIFIED BIDS:** To ascertain the inter-se-ranking of the bids the Quality & Cost Based Selection (QCBS) methodology as mentioned below shall be adopted:

C.1 The proposal with the lowest cost (**Fm**) shall be given financial score (**Sf**) of 100 points. The financial scores of other proposals should be computed as follows:

$$\mathbf{Sf = 100 \times Fm/F}$$

Where F = amount of financial proposal

C.2 The total score shall be obtained by weighting the combined quality/technical and cost scores and adding them, as follows:

$$\mathbf{S = St \times Tw + Sf \times Fw}$$

Where S = total score

St = combined technical score

Sf = combined financial score

Tw = weight assigned to technical score i.e. 0.7

Fw = weight assigned to financial score i.e. 0.3

C.3 The bidder with the highest total score (**S**) shall be considered for award of Contract.

C.4 In the event of two or more bids having the same highest Evaluated Bid Score (**S**), the bid scoring the highest marks against Quality Criteria (**St**) will be recommended for award of contract.

C.6 In case two or more bidder have same highest Evaluated Bid Score (**S**), same combined technical score (**St**), then the selected bidder shall be determined through Draw of Lots (Lottery).

C.7 The decision of the team of APL representatives, to select the technically acceptable bid(s) on the basis of their evaluation, will be final and binding on the bidders. Contract will be awarded to the bidder getting highest Combined Score evaluated in the above evaluation procedure.

5.0 In the QCBS system, as the evaluation of bids is based on total score (**S**) i.e Combined score of both Quality & Quoted Prices, purchase preference policies (like Policy for MSE and MII etc.) shall not be applicable.

SECTION – IV
INSTRUCTION TO BIDDER

1. **Rates quoted should be inclusive of all taxes and duties but exclusive of GST.**
2. The successful bidder has to execute an agreement with APL in a non-judicial stamp paper of denomination not less than Rs. 100.00 within 10 days after issue of LOI / Work Order. The format for the same is as per **ANNEXURE-IV**
3. **EARNEST MONEY DEPOSIT : The bidder has to deposit a sum of Rs. 1,60,000.00 (Rupees One lakh Sixty thousand) only in online mode only by Netbanking/ RTGS/ NEFT or Bank guarantee in favour of ASSAM PETROCHEMICALS LTD. payable at NAMRUP as earnest money along with their offer. Bank Guarantee Format is provided in Annexure-V. After acceptance of order by Vendor / Bidder (successful bidder), APL shall return the EMD to all unsuccessful bidders. EMD shall bear no interest. EMD of successful Bidder can be adjusted with SECURITY DEPOSIT.**
4. MSME valid certificate under category of similar works will be considered for exemption of EMD. Similar work means execution of Exhibition Stalls (Design, Fabrication & Installation) for Central & State Govt. (including Ministries & Departments) / Central & State Govt. PSUs/MNCs.
5. The schedule of Quantities and rates shall be read in conjunction with the specifications, and tender documents. Contractor shall not rely merely on the description given in the schedule of quantities and rates. All the work shall confirm to IS specifications and quoted rates shall be deemed to include all works necessary to achieve this whether actually indicated under the item description or not. This contract shall be unit rate contract wherein payment will be made as per actual construction/ installation quantities at site.
6. Price shall be submitted for all items and the quoted price shall be firm. The price shall include all materials, handling of material, plants, machineries and equipment, labour, tools, & services, royalty, transport, supervision, but exclusive of GST.
7. Relevant IS codes as applicable in the entire works and commodities supplied shall be strictly applicable. Non compliance would lead to rejection of the executed job or the commodity supplied.
8. Bidder shall be solely responsible for compliance of safety rules & regulation as per Factory Act as applicable.
9. Any Injuries or Accidents to your Team Members shall be taken care by you at your own risk & cost and shall comply with all safety rules & regulations.
10. All other terms & conditions shall be as per “Terms & Conditions of APL’s *General Conditions of Contract (GCC)*”.
11. The owner reserves the right not to execute the work at all or to split the work between two or more bidder, if necessary. Such a step shall not constitute a breach of the contract. APL reserves the right to accept or reject any of the proposals received at its sole discretion without assigning any reasons whatsoever. Incomplete bids and bids submitted after due date will be rejected.



- 12.Payment would be made only on actual quantum of work successfully executed to the satisfaction of the Engineer-In-Charge..
- 13.Handing over the site to the complete satisfaction of the Engineer in charge/APL.
- 14.The bidder shall provide the authority to the person signing the bid.
- 15.Failure to furnish all the information required by the Bidding Documents or the submission of a bid not substantially responsive to the Bidding Document in every respect may result in the rejection of the Bid.
- 16.The notice inviting tender, general instructions to the contractors & all documents of this tender shall form part of the contract.
- 17.**TIME SCHEDULE:** The bidder/agency will have to complete the installation jobs including fabrication & erection for the exhibition stall by 02:00PM of 26th of Jan 2025. In case the job is delayed beyond the stipulated completion period (mentioned in work order) due to negligence, poor workmanship, deployment of unskilled manpower or of any other reason whatsoever on bidder's part, a penalty at the rate of 0.5% of work order value per week, limited to maximum of 5%, shall be recovered from the bidder bills.
- 18.**MOBILIZATION ADVANCE:** There will be no mobilization advance.
- 19.**GUARANTEE PERIOD:** Not applicable
- 20.**BID VALIDITY :** Bid validity period is 180 days from the DUE DATE or EXTENDED DUE DATE.
- 21.**APPLICABILITY OF LAW & JURISDICTION :** The contract shall be governed and interpreted in accordance with the applicable laws of India as well as the State of Assam. Any suit or proceedings to enforce the rights of either of the parties hereto under this CONTRACT will be instituted in and tried by the courts of Dibrugarh only in the state of Assam and by no other courts and both the parties hereto hereby expressly agree to submit to the jurisdiction of such courts.
- 22.The BIDDER shall ensure compliance with all statutes, laws, rules and regulations of the Central or State Government or any other authority such as the Workmen's Compensation Act 1923, Payment of Wages Act, Minimum Wages Act 1948, Employees State Insurance Act, Employees Provident Fund Act, etc. and any and all statutory modifications thereof in connection with employees engaged by him or his sub-bidders in the work including proper insurance coverage.
- 23.For clarification relating to bid/ Site visit the bidder may contact following:

Contact Person	N. B. Borah, DGM (C&P) Email-borah.nb@assampetrochemicals.co.in Phone-+91-94351 39178 & K. B. Chetry DGM (Civil) & Admin I/c Email : singh.rk@assampetrochemicals.co.in Mob No.: +91-7002042644
Address	Assam Petro-Chemicals Limited P.O. Parbatpur, Dist-Dibrugarh PIN-786 623

24. INCOME TAX AND GST

- a. Income tax at the prevailing rate shall be deducted from the BIDDER's bills as per Income Tax Act. OWNER shall issue necessary TDS Certificate to the BIDDER.
- b. **The quoted price shall be deemed to be inclusive of all taxes and duties except "Goods and Service Tax" (hereinafter called GST) (i.e. IGST or CGST and SGST / UTGST applicable in case of interstate supply or intra state supply respectively.)**
- c. Bidder /vendor shall be required to issue tax invoices in accordance with GST Rules so that input credit can be availed by OWNER / APL. In the event that the bidder / vendor fails to provide the invoice in the form and manner prescribed under the GST Act read with GST Invoicing Rules there under, OWNER / APL shall not be liable to make any payment against such invoice.
- d. GST shall be paid against receipt of tax invoice and proof of payment of GST to government in India or upon the same being reflected in the GST portal of the APL to the satisfaction of APL. In case of non- receipt of tax invoice or non-payment of GST by the bidder / vendor, OWNER / APL shall withhold the payment of GST.
- e. GST payable under reverse charge , if any shall not be paid to the bidder /vendor but will be directly deposited to the government of India.
- f. Notwithstanding anything contained anywhere in the Agreement, in the event that the input tax credit of the GST charged by the Bidder/ Vendor is denied by the tax authorities to OWNER / APL due to reasons attributable to Bidder /Vendor, OWNER / APL shall be entitled to recover such amount from the Bidder/Vendor by way of adjustment from the next invoice or from Bank Guarantee . In addition to the amount of GST, OWNER / APL shall also be entitled to recover interest at the rate of 24% and penalty. In case any penalty is imposed by the tax authorities on OWNER / APL.
- g. TDS under GST, if applicable, shall be made from bidder's /Vendor's bill at applicable rate and a certificate as per rules for tax so deducted shall be provided to the bidder /Vendor.
- h. No variation on account of taxes and duties, statutory or otherwise, shall be payable by Client to bidder/vendor except for GST. However, any statutory variation for GST shall be payable up to contractual date of completion against documentary evidence. Any reduction in taxes and duties included in the price shall be passed on to OWNER / APL.
- i. Any new taxes, duties, cess, levies notified or imposed after the submission of last/ final price bid but before the contractual date of completion of work shall be to OWNER / APL's Account. However, in case of delay in completion period beyond the contractual date, for reasons attributable to bidder, any increase in these rates shall be borne by the bidder, whereas any decrease shall be passed on to the owner. OWNER shall take CENVAT benefit as applicable.
- j. Any other provisions in the GST not mentioned above will be sou-motto applicable.

25. TERMS OF PAYMENT:

- a. 20% of work value shall be released on finalization of Concept & Design of Assam Pavilion duly certified by Engineer-in-Charge.
- b. 80% of work value shall be released after successful completion of the work duly certified by Engineer-in-Charge
- c. No advance shall be paid for this work.

26. SECURITY DEPOSIT: Not applicable**27. BID REJECTION CRITERIA:**

The bidders shall adhere to the following provisions of the Bidding Document without taking any deviations, failing which the Bid shall be considered to be non-responsive and may be rejected.

1. Non-Submission of EMD & Integrity Pact along with the Bid if applicable
2. Submission of Prices or rates in SOQ / SOR in un-priced bid.
3. Non-Submission of Important Bid Documents as mentioned.
4. Not Meeting the eligibility criteria

28. IMPORTANT DOCUMENTS TO BE SUBMITTED WITH THE BID:

1. EMD of required amount/MSME certificate for EMD exemption
2. Work orders & completion certificates to comply the Bidder's Eligibility criteria.
3. Copy of PAN card , GST Registration No, EPF Registration No
4. Income Tax return for last three financial years
5. Documents in support of Annual Turnover for last three financial years i.e. 2021-22, 2020-21, 2019-20

29. AMENDMENT OF BIDDING DOCUMENTS:

- a. At any time prior to the deadline for submission of bids as well as up to priced bid opening, APL may, for any reason whether at its own initiative or in response to a clarification or modification requested by any prospective Bidder(s), modify the Bidding documents.
- b. The modifications/amendment will be notified through Addendum / Corrigendum to bidders. Bidders shall confirm the inclusion of Addendum / Corrigendum in their bid and shall follow the instructions issued along with addendum / corrigendum.
- c. Bidders shall examine the Bidding documents thoroughly and inform APL of any apparent conflict, discrepancy or error, so that APL may issue appropriate clarification(s) or amendment(s), if required
- d. All Addendum / Corrigendum will be available in the website <https://assamtenders.gov.in/nicgep/app> and www.assampetrochemicals.co.in

30. REBATE:

No suo-moto reduction in price(s) by bidders is permissible after opening of the bid. If any Bidder unilaterally reduces the price(s) quoted by him in his bid after opening of bids, such reduction shall not be considered for comparison of prices but shall be binding on the Bidder if he happens to be selected for award of work.

31. CLIENT'S RIGHT TO ACCEPT/REJECT BIDS:

APL reserves the right to accept or reject any bid and to annul the bidding process and reject all bids at any time prior to award of Contract without thereby incurring any liability to the affected bidder(s) or any obligation to inform the affected bidder(s) of the ground of APL's action.

APL shall not be obliged to award the Order / Contract to the lowest evaluated bidder if APL apprehends that it will not be in the interest of APL to award the Order / Contract at the lowest evaluated price or to the lowest evaluated bidder.

32. ORDER OF PRECEDENCE

The following order of precedence shall be followed in case of any conflict between various parts of the ENQUIRY specifications:

- i. Corrigendum, if any
- ii. Scope of Work & Special Conditions of Contract
- iii. Instructions to Bidders
- iv. General Conditions of Contract

SECTION - V**REQUIREMENTS OF E-TENDERING**

1. The subject tender is an e-tender and owner has hoisted the complete tender documents on website [https://_https://assamtenders.gov.in/nicgep/app](https://assamtenders.gov.in/nicgep/app) and has ensured its availability for downloading the full set comprising of the above. The bidder is expected to download the complete tender documents **including all addendum/corrigendum** only from the above mentioned website i.e. <https://assamtenders.gov.in/nicgep/app>, as per the index of the tender, fully read and understood the same and submit their acceptance to all tender terms and conditions except deviations, if any. Bidder may note that Schedule of rates attached with the tender documents is to be filled in the BOQ (Financial Price Bid Part – II).
2. The tenderer is expected to examine the tendering documents, including all instructions, specifications/drawings (if any) including all addendum/corrigendum in the tendering document. Failure to furnish all the information required by the tendering documents or submission of tender not substantially responsive to the tendering document in every respect shall result in the rejection of the tender.
3. The bidding documents are and shall remain the exclusive property of APL without any right of the Bidder to use them for any purpose except bidding and for use by successful Bidder with reference to the work.
4. Any person/ bidder downloading the tender document from Owner's web site or purchasing shall do so in strict confidence and shall not part with possession thereof or copy or disclose the provision thereof or any of them or disclose or take copies or tracings of any drawings, plans or routes forming part thereof, it being understood that the information therein are confidential and that the tender documents have been downloaded by the eligible bidder solely for the purpose of bidding.
5. Bidders are requested to read the document (Special Instruction to Bidders for Participating in e-tender) SITB available on the moving scroll of the website <https://assamtenders.gov.in/nicgep/app> and a copy of the same is also provided along with tender document. Moreover bidders are requested to follow the instructions under "Bid Submission process" under "**Bidders manual Kit**" section available in the homepage at the website.
6. The bidder shall submit their offer through e-tendering site as mentioned above, following the steps in the e-tendering portal. Physical hard copies of Techno commercial bids (Part 1) along with the EMD may be send to the under noted address on or before the Bid closing date & time.
7. The Owner shall not be responsible for delayed submission of offers or non-submission of offers due to any reason whatsoever. The responsibility of ensuring online & on-time submission of their offers lies entirely with the bidders. The bidders are requested to submit the bid online much before date and time of submission, failing which APL shall not be responsible for any such technical problem.
8. In order to bid for APL e-tenders, all the agencies are required to REGISTER in Assam Tender Portal & obtain a legally valid Class-II & above Digital Signature Certificate (DSC) for their user who is authorized to submit bids on-line from the licensed Certifying Authority (CA). Bidders already possessing the digital signature issued from authorized CAs can use the same in this tender. Further, the bidder should ensure that the email address given in the Registration Form is valid &

active as all the communications will be made through this e-mail. For any problem on e-tendering process kindly contact as per details given in Special Instructions to Bidders (SITB) for e-tendering.

9. On no account will any person to whom bidding documents are furnished, part with possession thereof or copy or disclose the provisions thereof or any of them or disclose or take copies of tracings or of any drawing, plan or route forming part thereof, it being understood that the information therein is confidential, and that the bidding documents are therefore being furnished only to bidders in strictest confidence.
10. The details as called for in the bidding documents shall be filled and completed by the Bidders in all respect and shall be submitted with requisite information and Appendixes/ Annexure.
11. If the space in any Performa of bidding document is insufficient, additional pages shall be separately added. These shall be page numbered and shall also carry the bidding document number and shall be signed by the Bidder and entered in the Index for Bid.
12. Bidder shall clearly indicate their legal constitution and the person signing the bid shall state his capacity as also the source of his ability to bind the Bidder. The Power of Attorney or Authorization or other document constituting adequate proof of the ability of the signatory to bind the Bidder, shall be annexed to the bid. APL may reject outright any bid unsupported by adequate proof of the signatory's authority.
13. The successful bid submission can be ascertained once acknowledgement is given by the system through bid submission number after completing all the process & steps. **Users may also note that the incomplete bids will not be saved by the system and are not available for processing and evaluation.**
14. Agencies are advised to digitally sign the documents that are uploaded and encrypt the file data before submitting to the e-tendering portal of Assam Government e- procurement portal by following the given procedure on-line mentioned in the e-portal site. The bid shall be digitally signed by someone legally authorized to enter into commitment on behalf of the Bidder. Bidder shall upload among other documents, Power of Attorney in favour of the person who is authorized to enter into commitments on behalf of the Bidder.
15. APL will not be bound by any Power of Attorney granted by the Bidder or changes in the constitution of the firm made subsequent to submission of the bid or after the award of the contract. APL may, however, recognize such Power of Attorney and changes after obtaining proper legal advice, the cost of which will be borne by the Bidder.
16. The cancellation of any document such as Power of Attorney, Partnership Deed, etc. should be communicated by the Bidder to APL in writing well in time, failing which APL shall have no responsibility or liability for any action taken by APL on the strength of the said documents.
17. Should the Bidder have a relative or relatives in APL or one or more of its shareholders are employed in a superior capacity in APL, the relevant authority inviting bids shall be informed of the facts at the time of submission of the bid, failing which the bid may be disqualified or if such fact subsequently comes to light, APL reserves the right to take any other action as it deems fit in accordance with any applicable law, Rules, Regulations of the like in force.
18. Bidders/Agencies shall ensure submission of complete information/documentations in the first instance itself. APL reserves the right to complete the evaluation based on the details furnished by the agencies without seeking any subsequent additional information. Bids not in compliance with Bidding Document or with incomplete information documents are liable for rejection.



19. Canvassing in any form by the Bidder or by any other agency on their behalf may lead to disqualification of their Bid.
20. Unsolicited clarifications to the offer and / or change in the prices during the validity period would render the bid liable for rejection.

ANNEXURE-I**BANK GUARANTEE FOR SECURITY / PERFORMANCE GUARANTEE / DEFECT LIABILITY OF THE OBLIGATIONS OF VENDOR / CONTRACTOR**

(On non-judicial stamp paper of appropriate value)

To,
ASSAM PETROCHEMICAL LTD.
Orion Place, G.S Road, Bhangagorh,
Guwahati 781005, India

IN CONSIDERATION OF THE ASSAM PETRO-CHEMICAL LTD. a Company registered under the Companies Act 1956, having its registered office at Orion Place, Mahapurush Srimanta Sankardev Path, Bhangagorah, Guwahati 781005, India (hereinafter called "the Corporation" which expression shall include its successors and assigns) having awarded to M/s _____ a partnership firm/sole proprietor business/a company registered under the Companies Act, 1956 having its office at _____ (hereinafter referred to as "the Vendor" which expression shall wherever the subject or context so permits includes its successors and assigns) a supply contract in terms inter alia, of "the Corporation's" Order No. _____ dated _____ and the General purchase conditions of "the Corporation" and upon the condition of "Vendor's" furnishing security for the performance of "the Vendor's" obligations and/or discharge of "the Vendor's" liability under and/or in connection with the said supply contract upto a sum of R _____ (Rupees _____) amounting to 10% (ten percent) of the total order / contract value.

We, _____ (hereinafter called "the Bank" which expression shall include its successors and assigns) hereby jointly and severally undertake and guarantee to pay to "the Corporation" in rupees forthwith on demand in writing and without protest or demur of any and all moneys anywise payable by "the Vendor" to "the Corporation" under, in respect of or in connection with the said supply contract inclusive of all the Corporation's losses and damage and costs, (inclusive between attorney and client) charges, and expenses and other moneys anywise payable in respect of the above as specified in any notice of demand made by "the Corporation" to the Bank with reference to this Guarantee upto and aggregate limit of R _____ (Rupees _____) and "the Bank" hereby agrees with "the Corporation" that:

1. This Guarantee/Undertaking shall be a continuing Guarantee / Undertaking and shall remain valid and irrecoverable for all claims of "the Corporation" and liabilities of "the Vendor" arising upto and until midnight of _____
2. This Guarantee/Undertaking shall be in addition to any other guarantee or security whatsoever that "the Corporation" may now or any time anywise have in relation to "the Vendor's obligation/liabilities under and/or connection with the said supply contract, and "the Corporation" shall have full authority to take recourse to or enforce this security in preference to the other security(ies) at its sole discretion and no failure on the part of "the Corporation" to enforcing or requiring enforcement to any other security shall have the effect of releasing "the Bank" from its full liability hereunder
3. "The Corporation" shall be at liberty without reference to "the Bank" and without affecting the full liability of "the Bank" hereunder to take any other security in respect of "the Vendor's" obligation and/or liabilities under or in

connection with the said supply contract and to vary the term vis-a-vis "the Vendor" of the said supply contract or to grant time and/or indulgence to "the Vendor" or to reduce or to increase or otherwise vary the prices of the total contract value or to release or to forebear from enforcement of all or any of the obligations of "the Vendor" under the said supply contract and/or the remedies of "the Corporation" under any other security(ies) now or hereafter held by "the Corporation" and no such dealing(s), variation(s) or other indulgence(s) or agreement(s) with "the Vendor" or release of forbearance whatsoever shall have the effect of releasing "the Bank" from its full liability to "the Corporation" hereunder or of prejudicing rights of "the Corporation" against "the Bank".

4. This Guarantee/Undertaking shall not be determined or affected by the liquidation or winding up, dissolution or change of constitution or insolvency of "the Vendor" but shall in all respects and for all purposes be binding and operative until payment of all moneys payable to "the Corporation" in terms hereof.

5. "The Bank" hereby waives all rights at any time inconsistent with the terms of this Guarantee/Undertaking and the obligations of "the Bank" in terms hereof shall not be anyway affected or suspended by reason of any dispute having been raised by "the Vendors" (whether or not pending before any arbitrator, officer, tribunal or court) or any denial of liability by "the Vendor" or any other order of communication whatsoever by "the Vendor" stopping or preventing or purporting to stop or prevent any payment by "the Bank" to "the Corporation" in terms hereof.

6. The amount stated in any notice of demand addressed by "the Corporation" to "the Bank" as liable to be paid to "the Corporation" by "the Vendor" or as suffered or incurred by "the Corporation" on account of any losses or damages or costs, charges/and/or expenses shall be as between "the Bank" and "the Corporation" be conclusive of the amount so liable to be paid to "the Corporation" or suffered or incurred by "the Corporation", as the case may be, and payable by "the Bank" to "the Corporation", in terms hereof.

7. Notwithstanding anything contained herein above: i) Our liability under this guarantee shall not exceed Rs..... ii) This Bank Guarantee shall be valid upto and including; and iii) We are liable to pay the guarantee amount or any part thereof under this Bank Guarantee only and only if you serve upon us a written claim or demand on or # *before the expiry of 30 days from the date of expiry of this guarantee.*

8. "The Bank" has power to issue this guarantee in favour of "the Corporation" in terms of the documents and/or the agreement/contract or MOU entered into between "the Vendor" and "the Bank" in this regard.

IN WITNESS Where of _____ Bank, has executed this document at _____ on _____ Bank

(by its constituted attorney)

(signature of a person authorized to sign on behalf of "the Bank")

ANNEXURE-II
SCHEDULE OF RATES

Sl No	Description of Items	Quantity	Rate	Amount
1	Consultancy Service for creation, design & development of 210 sq meter Assam Pavilion Stall at the India Energy Week (IEW – 2026) International Oil & Gas Conference and Exhibition as per scope of work provided in tender documents.	1 Lump sum	QUOTED	QUOTED

GST Extra

NOTES :

1. Applicable rate of GST to be mentioned by the Bidders
 - a. IGST _____%
 - b. CGST _____%
 - c. SGST _____%
2. Bidder has to submit the above SOR along with Un-Priced Bid specifying in the Rate & Amount column as “QUOTED”. **No Price related information is to be submitted in Un-Priced Bid.**

Note : In case the bidder is covered under composition scheme under GST laws then bidder should quote the price inclusive of the GST(CGST & SGST/UTGST or IGST). Further, such bidder should mention “cover under composition system” in above column for GST (CGST & SGST/UTGST or IGST) under such circumstances, bidder’s price will not be loaded with GST

- (ii) No claim shall be entertained from contractor if the actual quantities or items of work differ from those indicated in SOQ.
- (iii) The quantities of work actually carried out against each item will be measured jointly by APL and authorized person of contractor or contractor himself and paid at the rates quoted in the Schedule of Quantities
- (iv) The quantities of work actually carried out against each item will be measured jointly by APL and authorized person of contractor or contractor himself and paid at the rates quoted in the Schedule of Quantities.

ANNEXURE-III**INTEGRITY PACT****BETWEEN**

Assam Petro-chemicals Ltd., hereinafter referred to as "The Principal",

AND

..... hereinafter referred to as "The Bidder / Bidder".

Preamble

The Principal intends to award, under laid down organizational procedures, Contract/s for _____ The Principal values full compliance with all relevant laws and regulations, and the principles of economic use of resources, and of fairness and transparency in its relations with its Bidder/s and Bidder/s.

In order to achieve these goals, the Principal will appoint an external independent Monitor who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 -Commitments of the Principal

(1) The Principal commits itself to take all measures necessary to prevent corruption and to observe the following principles: -

- a) No employee of the Principal, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for him/herself or third person, any material or immaterial benefit which he/she is not legally entitled to.
- b) The Principal will, during the tender process treat all Bidders- with equity and reason. The Principal will in particular, before and during the tender process, provide to all Bidders the same information and will not provide to any Bidder confidential / additional information through which the Bidder could obtain an advantage in relation to the tender process or the tender execution.
- c) The Principal will exclude from the process all known prejudiced persons.

2) If the Principal obtains information on the conduct of any of its employees which is a criminal offence under the IPC / PC Act, or if there be a substantive suspicion in this regard, the Principal will inform its Vigilance Office and in addition can initiate disciplinary actions.

Section 2 - Commitments of the Bidder / Bidder

(1) The Bidder / Bidder commit itself to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.

- a) The Bidder / Bidder will not, directly or through any other person or firm, offer, promise or give to any of the Principal's employees involved in the tender process or the execution of the contract or

to any third person any material or immaterial benefit which he / she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.

b) The Bidder / Bidder will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices,

specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other actions to restrict competitiveness or to introduce cartelization in the bidding process.

c) The Bidder / Bidder will not commit any offence under the IPC / PC Act; further the Bidder / Contactor will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by the Principal as part of the business relationship

d) The Bidder / Bidder will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.

(2) The Bidder / Bidder will not instigate third persons to commit offences outlined above or be an accessory to such offences.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder, before award of contract has committed a transgression through a violation of Section 2 or in any other form such as to put his reliability or credibility as Bidder into question, the Principal is entitled to disqualify the Bidder from the tender process or to terminate the contract, if already signed, for such reason.

(1) If the Bidder / Bidder has committed a transgression through a violation of Section 2 such as to put his reliability or credibility into question, the Principal is entitled also to exclude the Bidder / Bidder from future contract award processes. The imposition and duration of the exclusion will be determined by the severity of the transgression. The severity will be determined by the circumstances of the case, in particular the number of transgressions, the position of the transgressors within the company hierarchy of the Bidder and the amount of the damage. The exclusion will be imposed for a minimum of 6 months and maximum of 3 years.

(2) The Bidder accepts and undertakes to respect and uphold the Principal's absolute right to resort to and impose such exclusion

(3) Apart from the above, the Principal may take action for banning of business dealings / holiday listing of the Bidder as deemed fit by the Principal.

(4) If the Bidder / Bidder can prove that he has restored / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal may revoke the exclusion prematurely.

(5) A transgression is considered to have occurred if in light of available evidence no reasonable doubt is possible.

Section 4 - Compensation for Damages

1) Without prejudice to any rights that may be available to the Principal under law or the Contract or its established policies and laid down procedures, the Principal / Owner shall have the following rights in case of breach of this Integrity Pact by the Bidder/ Bidders): Forfeiture of EMD / Security Deposit: If the Principal has disqualified the Bidder(s) from the Tender process prior to the award of the Contract or terminated the Contract or has accrued the right to terminate the Contract according to Section 3, the Principal apart from exercising any legal rights that may have accrued to the Principal, may in its considered opinion forfeit the Earnest Money Deposit / Bid-Security amount of the Bidder / Bidder.

(2) If the Principal has terminated the contract according to Section 3, or if the Principal is entitled to terminate the contract according to Section 3, the Principal shall be entitled to demand and recover from the Bidder liquidated damages equivalent to 5% of the contract value or the amount equivalent to Security Deposit / Performance Bank Guarantee, whichever is higher.

(3) The bidder agrees and undertakes to pay the said amounts without protest or demur subject only to condition that if the Bidder / Bidder can prove and establish that the exclusion of the Bidder from the tender process or the termination of the contract after the contract award has caused no damage or less damage than the amount of the liquidated damages, the Bidder / Bidder shall compensate the Principal only to the extent of the damage in the amount proved.

Section 5 -Previous Transgression

(1) The Bidder declares that no previous transgressions occurred in the last 3 years with any other Company in any country conforming to or with any other Public Section Enterprise in India that could justify his exclusion from the tender process.

(2) If the Bidder makes incorrect statement on this subject, he can be disqualified from the tender process or the contract, if already awarded, can" be terminated for such reason.

(3) If the Bidder / Bidder can prove that he has resorted / recouped the damage caused by him and has installed a suitable corruption prevention system, the Principal may, at its own discretion as per laid down organizational procedures, revoke the exclusion prematurely.

Section 6 - Equal treatment of all Bidders / Bidders / Sub-Bidders

(1) The Bidder / Bidder undertake to demand from all sub bidders a commitment in conformity with this Integrity Pact. The Bidder / Bidder shall be responsible for any violation(s) of the principles laid down in this agreement / Pact by any of its Subbidders / Sub-vendors.

(2) The Principal will enter into agreements with identical conditions as this one with all Bidders and Bidders.

(3) The Principal will disqualify from the tender process all bidders who do not sign this pact or violate its provisions.

Section 7 - Criminal charges against violating Bidders / Bidders / Sub- Bidders

If the Principal obtains knowledge of conduct of a Bidder, Bidder or Sub-Bidder or of an employee or a representative or an associate of a Bidder, Bidder or Sub-Bidder which constitutes corruption, or if the

Principal has substantive suspicion in this regard, the Principal will report to appropriate authority in this regards.

Section 8 - External Independent Monitor / Monitors (number depending on the size of the contract to be decided by the Chairperson of the Principal)

(1) The Principal appoints competent and credible external independent Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.

(2) The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently.

(3) The Bidder accepts that the Monitor has the right to access without restriction to all Project documentation of the Principal including that provided by the Bidder. The Bidder will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Sub-bidders. The Monitor is under contractual obligation to treat the information and documents of the Bidder / Bidder / Sub-contractor with confidentiality.

(4) In case of tenders having an estimated value of Rs.100 Crore, the Principal will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Principal and the Bidder.

(5) As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Principal and request the Management to discontinue or to take other relevant action. The Monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.

(6) The Monitor will submit a written report to the CEO of the Principal within 2 weeks from the date of reference or intimation to him by the 'Principal' and, should the occasion arise, submit proposals for correcting problematic situations.

(7) If the Monitor has reported to the CEO of the Principal substantiated suspicion of an offence under the IPC / PC Act and the CEO has not, within reasonable time, taken visible action to proceed against such offence or reported it to the Vigilance Office, the Monitor may also transmit this information directly to the Central Vigilance Commissioner, Government of India,

(8) The word 'Monitor' would include both singular and plural.

Section 9 – Pact Duration

This Pact begins when both the parties have legally signed it. It expires for the Bidder / Bidder 12 months after the completion of work under Contract or till the continuation of guarantee period, whichever is more and for all other bidders, till the contract is awarded.

If any claim is made / lodged during this time, the same shall continue to be valid despite the lapse of this pact as specified it is discharged / determined by the CEO of the Principal.



Section 10 - Other Provisions

- 1) This agreement is subject to Indian as well as state of Assam local laws. Place of performance and jurisdiction is the Registered Office of the Principal, i.e. Guwahati.
- 2) Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
- 3) If the Bidder is a partnership or a consortium, this agreement must be signed by all partners or consortium members.
- 4) Should one or several provision of this agreement turn out to be invalid the remainder of this agreement remains valid. In this the parties will strive to come to an agreement to their original intentions.

FOR THE PRINCIPAL

FOR THE BIDDER/BIDDER

WITNESS 1

WITNESS 2

Place : _____

Date : _____

**ANNEXURE-IV****PROFORMA FOR CONTRACT AGREEMENT**

(To be executed on non judicial stamp paper of value mentioned in the Tender document)

This AGREEMENT is made on the ____ day of _____ Month of _____ Year

BETWEEN

Assam Petro-chemicals Ltd, a company registered under companies Act,1956 have its registered office at Orion Place ,Mahapurush Srimanta sankardev Path, Guwahati and principal place of business at P.O. Parbatpur, Namrup in the District of Dibrugarh, Assam (herein referred to as owner/APL) ", which expression shall unless excluded by or repugnant to the context or meaning thereof be deemed to include its successors and assigns) on the **ONE PART**

AND

_____ hereinafter referred to as "BIDDER", which expression shall unless excluded by or repugnant to the context or meaning thereof be deemed to include its successors and assigns) on the **OTHER PART**.

WITNESSETH THAT

WHEREAS OWNER /APL desires to have works from the aforesaid BIDDER on terms & conditions mentioned In this CONTRACT:

AND WHEREAS BIDDER who has their own know how with resources for Performing such jobs has agreed to sign on works agreement and to render the services as per requirement of APL on Terms and conditions mentioned in this CONTRACT.

NOW Therefore Parties Agree That:

1) The following annexed hereto shall form an integral part of this CONTRACT:

- (v) Work Order No: _____
- (vi) Terms & Conditions of enquiry document.
- (vii) Name of the work _____
- (viii) Work order amount _____
- (ix) Scope of work for BIDDER as per CONTRACT.

For the scope of WORK as mentioned in the CONTRACT, APL shall pay to BIDDER at executed item rate as per work order amounting to **Rs. _____ (Rupees _____)**.



2) For the purpose of this CONTRACT address of Parties will be as follows and all correspondence and notices in relation to present agreement sent to PARTIES at the addresses below shall be deemed to be sufficient for serving notices on the PARTIES. All Such notices as well as bills, reports, documents etc, shall be addressed to the PARTIES at such addresses.

In WITENESS whereof the PARTIES have executed this CONTRACT through their Representatives duly authorized in this behalf:

Signed for and on behalf of

Assam Petrochemicals Ltd.

SIGNATURE

NAME

DESIGNATION:

PLACE:

DATE:

WITNESS:

Signed for and on behalf of

Bidder

SIGNATURE

NAME

PLACE:

DATE:

WITNESS:

ANNEXURE - V**PROFORMA FOR EMD**

In consideration of Assam Petrochemicals Limited, having its Registered Office at Orion Place, 4th floor, G.S. Road, Guwahati-5, Assam, India (hereinafter called ‘ the Owner’ which expression shall unless repugnant to the subject or context includes its successors and assigns) having agreed to exempt M/s (Hereinafter called ‘the said Tenderer(s)’ which expression shall unless repugnant to the subject or context includes his successors and assigns) from the demand under the terms and conditions of tender no. for hereinafter called ‘the said Tender’ of such earnest money deposit for the due fulfillment by the said Tenderer(s) of the terms and conditions contained in the said tender..... foron production of bank guarantee for an amount of Rs..... only.

We Bank hereinafter referred to as ‘the bank’ do hereby undertake to pay to the owner and amount not exceeding Rs..... only against any loss or damage caused to or suffered or would be caused to or suffered by the said owner by reason of any breach by the said Tenderer(s) of any of the terms and conditions contained in the said tender (the decision of the owner as to any such breach having been committed and loss suffered shall be binding on us).

1.We..... Bank do hereby undertake to pay the amounts due and payable under this guarantee without any demur merely on a demand from the owner stating that the amount claimed is due by way of loss or damage caused to or would cause to or suffered by the owner by reason of any breach by the said Tenderer(s) of any of the terms and conditions contained in the said tender or by reason of the said Tenderer’s failure to keep the tender open. Any such demand made on the Bank shall be conclusive as regards the amount due and payable by the Bank under this Guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....only.

.

2. We..... Bank further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the finalization of the said tender and that it shall continue to be enforceable till the said tender is finally decided and order placed on the successful tenderer(s) and/or till all the dues of the owner under/or by virtue of the said tender have been fully paid and its claims satisfied or discharged or till a duly authorised officer, of the owner certifies that the terms and conditions of the said tender have been fully and properly carried out by the said Tenderer(s) and accordingly discharges the guarantee. Above provisions are applicable subject to validity mentioned in para 4 (b).

3. We _____ Bank undertake not to revoke this guarantee during the currency except with the previous consent of the Owner in writing. Upon expiration of this Guarantee, this document is to be returned to the Bank for cancellation.

4. NOTWITHSTANDING anything contained hereinabove,

a. Our liability under this guarantee shall be restricted to an amount of Rs..... only.

b. This guarantee shall be valid upto _____.

c. The Bank shall be released and discharged from all liability under this guarantee unless a written claim or demand is received by the Bank on or before _____.

The Bank hereby declares that it has the power to issue this guarantee and the undersigned has fully power to do so.

dated..... day of..... 20.....

Corporate seal for bank

TABLE OF CONTENTS

1. UNDERTAKING-I
2. UNDERTAKING-II
3. BIODATA FORMAT
4. SAFETY REQUIREMENTS
5. FINANCIAL STATUS QUESTIONNAIRE
6. UNDERTAKING-III
7. AGREED TERMS & CONDITIONS
8. NO DEVIATION CONFIRMATION
9. CHECKLIST

Note: 1. **All proposal exhibits must be duly filled & signed by the contractor without exception in token of acceptance and must bear his seal. Separate pages may be appended if necessary and should be documented / listed in the enclosed proposal exhibits. Necessary testimonials and documents in support of the proposal exhibits should be enclosed wherever necessary.**



PROPOSAL EXHIBITS NO. 1

Ref

Date:

UNDERTAKING-I

This undertaking should be on the letterhead of the bidder and should be signed by a person competent and having the power of attorney to bind the bidder.

**To,
The Managing Director
Assam Petro-chemicals Limited,
P.O. Parbatpur, Namrup
Dibrugarh (Assam), Pin-786623**

Dear Sir,

I/We undertake and confirm that, in case of default on the part of the Bidder in carrying out an instruction of the owner or fails to complete the job within the stipulated time, the owner shall be entitled to employ and pay any other bidder or the owner himself to carry out the same wholly or in parts and all expenses consequent thereon or incidental thereto shall be borne by the Bidder and shall be recoverable from him by the Employer and may be deducted by the Employer from any balance due or which may become due to the Bidder. In that event the owner shall have the right to use of all the bidder's equipments and other things free of charge that may be at any time on the site in connection with the work. If the cost of completing the works or executing the part thereof or of meeting claims of third parties as aforesaid shall exceed the balance due to the bidder, the bidder shall pay such excess to the owner.

Yours faithfully,

Signature.....

Name

Designation.....

For & on behalf of.....

Bidder's Company Seal:



PROPOSAL EXHIBITS NO. 2

Ref

Date:

UNDERTAKING-II

This undertaking should be on the letterhead of the bidder and should be signed by a person competent and having the power of attorney to bind the bidder.

TO,

**The Managing Director
Assam Petro-chemicals Limited,
P.O. Parbatpur, Namrup
Dibrugarh (Assam), Pin-786623**

Dear Sir,

I/We undertake and confirm that, in case of default on the part of the Bidder in engaging machinery /equipments /manpower required to execute the work or as per the instruction of the owner, the owner shall be entitled to deploy from his own or hire from other agency to execute the work wholly or in parts and all expenses consequent thereon or incidental thereto shall be borne by the Bidder and shall be recoverable from him by the Employer and may be deducted by the Employer from any balance due or which may become due to the Bidder. If the cost of executing the works or the part thereof or of meeting claims of third parties as aforesaid shall exceed the balance due to the bidder, the bidder shall pay such excess to the owner.

Yours faithfully,

Signature.....

Name

Designation.....

For & on behalf of.....

Bidder's Company Seal:



PROPOSAL EXHIBITS NO. 3

BIO DATA FORMAT

(Of Bidders for Communication)

A. NAME OF BIDDER :

B. ADDRESS OF THE BIDDER :

C. Contact Person :

D. Email id :

E. Mobile No :

F. GST Number :

G. PAN NO :

H. EPF Registration No. :

I. Bank Details:

i. Name of the Bank :

ii. Branch :

iii. IFSC code :

SEAL OF BIDDER

SIGNATURE OF BIDDER

Note: The bidder shall submit following in support:

(a) Copies of PAN, GST registration & EPF Registration Certificate.

(b) Cancelled Cheque

All the documents shall be signed with date and shall bear the seal of the bidder.



PROPOSAL EXHIBITS NO.4

SAFETY REQUIREMENTS

The contractor shall follow all safety rules and shall adhere to all kinds of safety precautions to safeguard against any mishap and damage to the men, material and machinery while carrying outwork in the plant site.

The contractor shall follow and practice without any prejudice, all the guidelines as per standard safety procedures.

The contractor shall provide as a minimum, the Safety precautions / PPE's as per standard safety norms.

SEAL OF TENDERER

SIGNATURE OF BIDDER

**PROPOSAL EXHIBITS NO.5****FINANCIAL STATUS QUESTIONNAIRE****A. ANNUAL TURNOVER:**

Financial Year	Gross Turnover	Turnover against Works of Similar Nature
2023-2024		
2022-2023		
2021-2022		

SEAL OF TENDERER

SIGNATURE OF TENDERER

Note: Enclose copies of audited balance sheet and profit & loss a/c for the last three financial years.



PROPOSAL EXHIBITS NO. 6

UNDERTAKING - III

(IN LETTER HEAD)

Tender Title: Consultancy Service for creation, design & development of 210 sq meter Assam Pavilion Stall at the India Energy Week (IEW – 2026) International Oil & Gas Conference and Exhibition as per scope of work provided in tender documents.

Tender No: APL/C&P/HR/2025-26/547

1. We solemnly declare that we have never initiated or filed any case/ litigation for any reason against M/s Assam Petro-Chemicals Limited/ Management/ Officials and if so we would be barred from participating in the tender process of the company.
2. We understand that we are fully responsible for the contents of this undertaking and its truthfulness.
3. The above statements have been made by us voluntarily which are true to the best of knowledge and belief.

We hereby put our signature with full sound mind and without any force or coercion upon us on the date month and year mentioned herein before.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:

**PROPOSAL EXHIBITS NO. 7****AGREED TERMS & CONDITIONS**

To
M/s ASSAM PETROCHEMICALS LIMITED

Tender Title: Consultancy Service for creation, design & development of 210 sq meter Assam Pavilion Stall at the India Energy Week (IEW – 2026) International Oil & Gas Conference and Exhibition as per scope of work provided in tender documents.

Tender No: APL/C&P/HR/2025-26/547

This Questionnaire duly filled in, signed & stamped must form part of Bidder's Bid and should be returned along with Un-priced Bid. Clauses confirmed hereunder need not be repeated in the Bid.

Sl.	DESCRIPTION	BIDDER'S CONFIRMATION
1	Bidder's name and address	
2.	Please confirm the currency of quoted prices is in Indian Rupees.	
3.	Confirm quoted prices will remain firm and fixed till complete execution of the order.	
4	Rate of applicable GST	
a	Applicable GST is	CGST+SGST/IGST (Please tick as applicable)
b	CGST+SGST%age
c	IGST
d	Cess (if any)%age
e	Service Accounting Codes (SAC) has been submitted and mentioned in un-priced SOR	

5.	<p>i) Confirm acceptance of relevant Terms of Payments specified in the Bid Document.</p> <p>ii) In case of delay, the bills shall be submitted after deducting the price reduction due to delay.</p>	
6.	Confirm that Contract Performance Bank Guarantee will be furnished as per Bid Document.	
7.	Confirm that Contract Performance Bank Guarantee shall be from any Indian scheduled bank or a branch of an International bank situated in India and registered with Reserve bank of India as scheduled foreign bank. However, in case of bank guarantees from banks other than the Nationalised Indian banks, the bank must be a commercial bank having net worth in excess of Rs.100 crores and a declaration to this effect shall be made by such commercial bank either in the Bank Guarantee itself or separately on its letterhead.	
8.	Confirm compliance to Completion Schedule as specified in Bid document. Confirm contract period shall be reckoned from the date of Fax of Intent.	
9.	Confirm acceptance of Price Reduction Schedule for delay in completion schedule specified in Bid document.	
10.	<p>a) Confirm acceptance of all terms and conditions of Bid Document (all sections).</p> <p>b) Confirm that printed terms and conditions of bidder are not applicable.</p>	
11.	Confirm your offer is valid for 3 months from Final/Extended due date of opening of Techno-commercial Bids.	
12.	<p>Please furnish EMD/Bid Security details :</p> <p>a) EMD/ Bid Security No. & date</p> <p>b) Value</p> <p>c) Validity</p>	
13.	Confirm acceptance to all provisions of ITB read in conjunction with Bid Data Sheet (BDS).	
14.	Confirm that Annual Reports for the last three financial years are furnished along with the Un-priced Bid.	
15.	Confirm that, in case of contradiction between the confirmations provided in this format and terms & conditions mentioned elsewhere in the offer, the confirmations given in this format shall prevail.	



16	Confirm that none of Directors of bidder is a relative of any Director of Owner or the bidder is a firm in which any Director of Owner/ APL or his relative is a partner.	
17	All correspondence must be in ENGLISH language only.	
18	Owner reserves the right to make any change in the terms & conditions of the TENDER/BIDDING DOCUMENT and to reject any or all bids.	
19	Confirm that all Bank charges associated with Bidder's Bank shall be borne by Bidder.	
20	Confirm acceptance of Anti profiteering clause no. 171 of GST Act.	
21	a) Whether bidder falls under MSE Act .	

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:



PROPOSAL EXHIBITS NO. 8

"NO DEVIATION" CONFIRMATION

To
M/s ASSAM PETROCHEMICALS LIMITED

Tender Title: Consultancy Service for creation, design & development of 210 sq meter Assam Pavilion Stall at the India Energy Week (IEW – 2026) International Oil & Gas Conference and Exhibition as per scope of work provided in tender documents.

Tender No: APL/C&P/HR/2025-26/547

Dear Sir,

We understand that any 'deviation / exception' in any form may result in rejection of Bid. We, therefore, certify that we have not taken any 'exception / deviation' anywhere in the Bid and we agree that if any 'deviation / exception' is mentioned or noticed, our Bid may be rejected.

Place:

[Signature of Authorized Signatory of Bidder]

Date:

Name:

Designation:

Seal:

**PROPOSAL EXHIBITS NO. 9****CHECKLIST of Documents required to be submitted with Technical (Un-priced) Bid**

Please tick (✓) in the CHECK BOX

SL. NO.	DESCRIPTION	CHECK BOX
1.	Signed Tender Documents	
2.	EMD of required amount / MSME certificate	
3.	Work orders & completion certificates to comply the Bidder's qualification criteria.	
4.	Copy of PAN card, GST registration, EPF registration	
5.	Cancelled Bank Cheque	
6.	Filled up Proposal Exhibits	
7.	Applicable Rate of GST in SOR (Annexure – IV)	
8.	Copies of Audited Balance Sheet and Profit & Loss Account for FY 2023-24, 2022-23 & 2021-22.	
9.	Copies of Income Tax Return for FY 2023-24, 2022-23 & 2021-22	

SEAL OF BIDDER

SIGNATURE OF BIDDER